

**PORT OF COLUMBIA COUNTY
JANUARY 11, 2023
COLUMBIA CITY, OR 97018**

The Port of Columbia County held a Commission meeting at 8:30 A.M. on Wednesday, January 11, 2023, at the Port Office, 100 E Street, Columbia City, Oregon, and via Zoom video conferencing, with the following present:

Commissioners

Robert Keyser	President
Chip Bubl	Vice President
Chris Iverson	2 nd Vice President
Nancy Ward	Secretary
Brian Fawcett	Treasurer

Guests

Natasha Parvey, NEXT
Nick Sorber
Duane Neukom
Deborah Hazen
Alta Lynch
Doug Bean
Cass

Zoom
Zoom
Zoom

Staff

Sean P Clark	Executive Director
Bob Gadotti	Exec. Finance Mgr.
Robert Salisbury	Port General Counsel
Brittany Scott	Exec. Assist. /Office Coord.
Elizabeth Millager	Exec. Assist. Operations
Miriam House	Operations Manager
Elliot Levin	N. County Ops. & Terminal Mgr.
Amy Bynum	Real Est. & Bus. Dev. Mgr.
Gina Sisco	External Affairs Mgr.
Lacey Tolles	Data Res. & Projects Spec.
Susie Tolleshaug – Zoom	Administrative Assistant
Sydell Cotton – Zoom	Sr. Acct. & Payroll Spec.

Media

Anna Del Savio, Spotlight Zoom

The Port of Columbia County Commission meeting was called to order at 8:30 A.M. by President Robert Keyser. Mr. Keyser stated that we are having video difficulties to the guests on Zoom.

Consent Agenda

Chris Iverson moved, Brian Fawcett seconded a motion to adopt consent agenda items A, B, & C: December 14, 2022, minutes. Financial Reports for December 2022 and December Check Register (A) in the amount of \$359,788.27. Motion carried unanimously.

Chip Bubl moved, Nancy Ward seconded a motion to adopt consent agenda item D: December Check Register (B) for \$29,020.17. Chip Bubl, Nancy Ward, and Brian Fawcett voted aye. Chris Iverson and Robert Keyser abstained from voting, declaring a potential conflict of interest. Motion carried.

There was no public comment.

New Business

2022 Audit Report – Kern and Thompson

Eric Zehntbauer, Kern and Thompson, was not present. Bob Gadotti stated that there were no findings in the report. Everything is in perfect order.

Committee & Organization Assignments

Sean Clark asked the Commissioners to review the list of organizations and inform staff if they would like to attend any of the meetings.

Approval of 2023 Meeting Dates

Robert Keyser asked the Commissioners if they had any issues with the upcoming meeting dates. Everyone agreed that the dates were acceptable.

Resolution 2023-01

A RESOLUTION DESIGNATING THE BANK OF THE WEST AS THE DEPOSITORY FOR THE PORT AND AUTHORIZING BANKING SERVICES
Brian Fawcett moved, Nancy Ward seconded a motion to approve Resolution 2023-01, authorizing the Executive Director to sign the Bank of the West banking services acceptance letter dated December 9, 2022. Motion carried unanimously.

Resolution 2023-02

A RESOLUTION TO APPROVE THE SIGNING OF AMENDMENT 1 TO THE RAIL INTERGOVERNMENTAL AGREEMENT AND DISTRIBUTION AGREEMENT (COLUMBIA COUNTY DEVELOPMENT AGENCY)

Brian Fawcett moved, Chip Bubl seconded a motion to approve Resolution 2023-02, authorizing the signing of Amendment No. One to the Rail Intergovernmental Agreement and the Distribution Agreement, and directs the President of the Port Commission to sign both documents as presented. Chip Bubl, Nancy Ward, Robert Keyser, and Brian Fawcett voted aye. Chris Iverson voted nay. Motion carried 4-1.

Executive Director's Report

Provided and read by Sean Clark, which is attached to the file copy of the minutes.

Commissioner Reports

Nancy Ward mentioned it was very nice that Columbia County Commissioner Garrett is also interested in joining the Agricultural Committee meetings in the future. She also had lots of fun during the holidays.

Chris Iverson mentioned that he would like the Commissioners to create a priority list of projects and apply for grant funding. Mr. Clark advised that Port staff was already working on this, especially Lacey Tolles. Mr. Iverson also informed the Port staff that the ladders on the sides of the dock at the marina need to be installed. Mr. Iverson also gave thanks to Port employees Billy Brown and Kim Culver for fixing the sewer lines on a Saturday at the marina in adverse weather.

Brian Fawcett agreed with Mr. Iverson about creating a priority list of projects and also tracking these capital projects or infrastructure improvements that go beyond the year in which we are in.

Chip Bubl had nothing to report.

Robert Keyser said that he would like to congratulate Columbia County on closing the Port Westward Urban Renewal Plan. Because of this project, we had several projects that came in and ended up waiting, but we did get the Bio-Refinery out of it and two Portland General Electric (PGE) power plants that are more than \$500 million worth of investment because of the Urban Renewal Plan. Hats off to the people who have some foresight to do something that took a long time to see the payoff.

Executive Session

The Board held an executive session to consider exempt public records, including, but not limited to, written legal advice from the Port's legal counsel which is privileged under ORS 40.225 and exempt from disclosure under ORS 192.509(9) pursuant to ORS 192.660(2)(f). To consult with counsel concerning the legal rights and duties of a public body with regard to current litigation or litigation likely to be filed under ORS 192.660(2)(h).

EXECUTIVE SESSION BEGAN AT 9:00 A.M.

THE COMMISSION RETURNED TO REGULAR SESSION AT 10:01 A.M.

Chris Iverson and others received a letter from Ed Freeman about the Through-the-Fence (TTF) operations at Scappoose Airport. Mr. Iverson asked for an update. Sean Clark provided an in-depth update on the response to Mr. Freeman's letter. Mr. Clark shared that the Port plans to get to yes. Mr. Iverson is in support of TTF but does not want to lose FAA funding. Robert Keyser suggested that we invite the FAA to a future meeting.

Chris Iverson asked for a status update on the marina dredging project. Miriam House replied that the timeline for the dredging is scheduled for October 2023. Everything is on schedule with Lower Columbia Engineering. Mr. Iverson inquired about the cost of the project. Ms. House replied that we expect a larger dredge footprint, and that soil sampling will tell us how deep and far we can go and what the cost estimate will be. Bob Gadotti advised that there is about \$500,000 set aside for the project.

Nancy Ward observed, "do we really have enough staff? And don't we need more people?" Ms. Ward said, "this is enormous, we are asking Miriam House, Gina Sisco, and Sean Clark to be in charge of so many things and I don't understand how we are asking people to keep up with it." Mr. Iverson stated that we need to prioritize projects.

Mr. Keyser would like to see the marina dredging project and TTF on the agenda as updates until further notice.

THERE BEING NO FURTHER BUSINESS BEFORE THE COMMISSION, THE MEETING ADJOURNED AT 10:22 P.M.

Robert Keiser

President
Nancy Ward

Secretary

February 8, 2023

Date Adopted by Commission